

**STEVESTON HARBOUR AUTHORITY  
OPERATIONS DIRECTIVE # 17  
LOCKER STORAGE**

**I. INTRODUCTION**

**A. PURPOSE**

To provide procedures for issuing locker storage space available in Steveston Harbour for bona fide commercial fishermen for storage of fishing gear or suppliers to the commercial fishing industry.

**B. APPLICATION**

This directive applies to all Harbour users and all Steveston Harbour Authority staff members.

**II. PROCEDURE**

**A. ELIGIBILITY**

1. Priority for locker assignment will be give to active commercial fishermen with vessels holding one or more active DFO commercial fishing license(s).
2. All gear stored in lockers must be primarily fishing gear, nets, or any other gear directly related to commercial fishing.

**B. WAITING LIST**

A locker waiting list for those in need of storage space is maintained by the Office Administrator. All vacant lockers will be assigned to eligible clients starting from the top of the waiting list. To be added to the waiting list, call the Main Office at 604-272-5539.

**C. LICENSE**

1. All locker tenants must review, sign and agree to the terms of an SHA Locker and Gear Storage Agreement.
2. The General Manager or his or her appointed delegate reserves the right to cancel any Locker and Gear Storage Agreement immediately.
3. Licenses of Occupancy will be renewed at the discretion of the Steveston Harbour Authority and will include consideration of the

current status of each user's SHA account and the needs of the commercial fishing industry.

**D. ASSIGNMENT**

Locker tenants may not transfer any rights granted under the locker license or sublet any portion of their locker.

**E. ACCESS**

All employees, agents or nominees of the Steveston Harbour Authority shall, at all times and for all purposes, have full and free access to all lockers. Locker inspections may periodically be carried out by the SHA Operations Manager or Operations Supervisor to ensure that lockers are being used for their intended purpose.

**F. KEYS AND LOCKS**

1. Steveston Harbour Authority will issue a lock for each tenant's locker. As SHA staff needs to maintain access to all lockers at all times in case of emergency, locker tenants will not be permitted to have their own locks on their locker(s).
2. Locker tenants are not authorized to cut any keys for any locks on SHA property. If spare keys are needed, an SHA representative will cut them for each tenant.
3. All locks and keys must be returned to the SHA upon termination of the Locker and Gear Storage agreement or upon termination of occupancy.

**G. RATES**

Rates for storage are in accordance with the current SHA Rates Directive #6. Locker storage must be paid one year in advance.

**H. DEATH OF LICENSEE**

Upon the demise of a tenant, where the tenant is an individual, locker rights may be passed onto an immediate member of the family (spouse, child, father or mother) provided that member is intending to fish commercially using the late tenant's vessel. In this case, documents proving the relationship of the family member to the late tenant (birth certificate etc.) must be presented to the General Manager before locker rights will be transferred. Otherwise, the locker will be filled by the next available person on the waiting list.

## **I. GENERAL CONDITIONS**

1. All storage is at the sole risk of the harbour user.
2. All doorways and hallways to lockers must be kept clear at all times.
3. Locker interiors must be kept in a clean and orderly condition to the satisfaction of the Steveston Harbour Authority.
4. No modifications or improvements are permitted to be made without the prior written approval of the General Manager or Operations Manager.
5. Storage of flammable, corrosive or hazardous goods in lockers is strictly prohibited. Failure to comply may result in the immediate cancellation of the locker agreement.
6. Storage of goods must comply with all Federal, Provincial and Municipal government regulations.
7. Freezers are permitted in lockers but they must be plugged directly into electrical outlets (i.e. no extension cords or adapters). Due to electrical power restrictions, only one freezer is permitted to be plugged into any locker at any time.

**Approved by the Board of Directors on December 10, 2014.**

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Board Chairman  
Steveston Harbour Authority

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General Manager  
Steveston Harbour Authority